



BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO
406 Justice Drive, Lebanon, Ohio 45036
www.co.warren.oh.us
commissioners@co.warren.oh.us

Telephone (513) 695-1250
Facsimile (513) 695-2054

TOM GROSSMANN
SHANNON JONES
DAVID G. YOUNG

GENERAL SESSION AGENDA

February 28, 2023

- #1 *Clerk — General*
- #2 9:00 *Jonathan Platt, Founder of StoryChain — Introduce Non-Profit Agency*

The Board of Commissioners' public meetings can now be streamed live at [Warren County Board of Commissioners - YouTube](#)

APPROVE REQUISITIONS AND AUTHORIZE COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Tiffany Zindel, County Administrator, to sign on behalf of this Board of County Commissioners.

M moved for adoption of the foregoing resolution being seconded by M. Upon call of the roll, the following vote resulted:

M
M
M

Resolution adopted this 28th day of February 2023.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

/tao

cc:

Commissioners' file

REQUISITIONS

Department	Vendor Name	Description	Amount
WAT	HARRIS CALORIFIC SALES INC	SEW CD LEASE OF OXYGEN AND ACE	\$ 804.21
ENG	DEERFIELD TWP	ENG. PERM HWY EASE COLUMBIA AT	\$ 1.00
ENG	DEERFIELD TWP	TEMP EASE COLUMBIA RD AT KINGS	\$ 1.00
FAC	A W CARDINAL INC	FAC LANDSCAPING 822 MEMORIAL	\$ 21,800.00
ENG	REQ BLANKET VENDOR	ENG. TEMP ENT AND WORK AGREEME	\$ 1.00

PO CHANGE ORDER

Department	Vendor Name	Description	Amount
WAT	WARREN CO ENGINEER	KINGS AVENUE BRIDGE PROJECT WATER CONSTRUCTION	\$ 64,338.83 INCREASE

2/28/2023 APPROVED:

Tiffany Zindel, County Administrator

CONSENT AGENDA*

February 28, 2023

Approve the minutes of the February 21, 2023, Commissioners' Meeting.

PERSONNEL

- 1. Hire Kimberly Radcliffe and Patricia Coldiron as Custodial Worker I within Facilities Management*
- 2. Approve leave donation for Kathy Marks and Kody Sanders within Facilities Management*
- 3. Approve promotion of Kyle Purdy to Sewer Collections Worker II within Water/Sewer Department*

GENERAL

- 4. Enter into temporary entrance and work agreement with Rodney and Marilyn Campbell relative to Shaker Road Bridge Replacement Project*
- 5. Enter into temporary and permanent easement agreements with Deerfield Township Trustees relative to the future widening/improvements along Columbia and Kings Mills Road in Deerfield Township*
- 6. Authorize request for proposals for the FY21 Village of Pleasant Plain Playground CDBG Project*
- 7. Advertise for bids for 2023 Resurfacing Project*
- 8. Approve notice of intent to award bid to Brumbaugh Construction for the Hendrickson Road Bridge Rehab Project*
- 9. Enter into contract with Mainstar, Inc. for the purchase of an asset and work order management software system for the W/S Department*
- 10. Certify delinquent water and/or sewer accounts for collection on real estate tax record*
- 11. Enter into equipment lease agreement with Harris Calorific Sales, Inc. for compressed oxygen and dissolved acetylene tanks on behalf of W/S Department*
- 12. Authority submittal of nomination form to participate in Water Supply Revolving Loan Program for 2024 relative to the RAR Granular Activated Carbon Upgrades*
- 13. Approve hiring of Graydon Head & Ritchey as attorney for defense of Workers' Compensation Claim for permanent total disability*
- 14. Authorize County Administrator to sign Workers Compensation settlement agreement relative to former employee*
- 15. Approve grant agreement with Ohio Emergency Management Agency on behalf of Emergency Services*
- 16. Approve Task Completion Report for Central Square Technologies on behalf of Telecommunications*
- 17. Acknowledge payment of bills*
- 18. Approve bond release and accept streets for public maintenance by Turtlecreek Township within Cedar Tract, Section IV*
- 19. Enter into various performance bond agreements*
- 20. Approve final plats*

FINANCIAL

21. *Approve operational transfer from Commissioners 11101112 into Human Services 203*
22. *Approve supplemental appropriations into Common Pleas 2227, 2289 and King Avenue Bridge 4437*
23. *Approve appropriation adjustments from Commissioners into Common Pleas 11011223 and Facilities 11011600 for payouts*
24. *Approve appropriation adjustments within Economic Development 11011116 and Common Pleas Court 11011220*

**Please contact the Commissioners' Office at (513) 695-1250 for additional information or questions on any of the items listed on the Consent Agenda*



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BOARD OF COUNTY COMMISSIONERS

WARREN COUNTY, OHIO

MINUTES: Regular Session – February 21, 2023

This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the February 14, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the February 14, 2023, meeting were read and approved.

- 23-0202 A resolution was adopted to hire Samantha Pastrana as Adoption Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0203 A resolution was adopted to approve lateral transfer of Leigh Anne Gebele from the position of Investigative Caseworker II to Screener II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0204 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Amanda Kneece within the Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0205 A resolution was adopted to rescind Resolution #23-0119 which authorized the hiring of Jessica Bussell, Ongoing Caseworker I, within Warren County Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0206 A resolution was adopted to approve reappointments to the Warren County Port Authority. Vote: Unanimous

MINUTES
FEBRUARY 21, 2023
PAGE 2

- 23-0207 A resolution was adopted to set public hearing for rezoning application of James and Terry Banker (Case #2023-01, 2023-02, 2023-03), to rezone approximately 102.879 acres from "R1B" Single Family Residential (1 acre density) and "B1" Neighborhood Commercial Business to "A1" Agricultural Zone in Turtlecreek Township. Vote: Unanimous
- 23-0208 A resolution was adopted to reject bid and advertise for re-bid for the State Route 73 at Corwin Road Forcemain Relocation Project. Vote: Unanimous
- 23-0209 A resolution was adopted to authorize the County Administrator to apply, accept, and enter into a Water Supply Revolving Loan Account (WSRLA) Agreement on behalf of the Board of County Commissioners for the Warren County Granular Activated Carbon Upgrades at Richard A. Renneker Water Treatment Plant – Planning Phase. Vote: Unanimous
- 23-0210 A resolution was adopted to enter into a waterline easement agreement with Kings Island Park LLC for the Socialville Transmission Main – Contract 2. Vote: Unanimous
- 23-0211 A resolution was adopted to enter into a temporary entrance and work agreement with Henry C. Bowman for the Bridge Replacement Project on Shaker Road. Vote: Unanimous
- 23-0212 A resolution was adopted to enter into a temporary entrance and work agreement with Ethel W. Helton for the Bridge Replacement Project of Shaker Road. Vote: Unanimous
- 23-0213 A resolution was adopted to enter into a temporary entrance and work agreement with Marjorie L. Mullins and John B. Mullins, Trustees of the Marjorie L. Mullins Trust for the Bridge Replacement Project on Hamilton Road. Vote: Unanimous
- 23-0214 A resolution was adopted to enter into a consulting services contract for engineering services with Sustainable Streams, LLC on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 23-0215 A resolution was adopted to declare various items within Board of Developmental Disabilities, Common Pleas Court, Facilities Management, Planning, Telecommunications, and Water Department as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-0216 A resolution was adopted to enter into memorandum of understanding between this Board and Warren County Port Authority relative to the Warren County Records Commission. Vote: Unanimous
- 23-0217 A resolution was adopted to approve and authorize the President of the Board of Commissioners to sign Local Support Agency Memorandum of Understanding with Warren Correctional Institution. Vote: Unanimous

- 23-0218 A resolution was adopted to authorize the President of the Board to sign service agreement with First Choice Office Coffee Services on behalf of Warren County Department of Emergency Services. Vote: Unanimous
- 23-0219 A resolution was adopted to authorize acceptance of quote on behalf of Warren County Telecommunications for Central Square Rehost Project. Vote: Unanimous
- 23-0220 A resolution was adopted to authorize the Telecommunications Department to initiate contract negotiations with CBTS Technology Solutions LLC for enterprise backup system for Warren County Telecommunications. Vote: Unanimous
- 23-0221 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-0222 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Candlestone, LLC for installation of certain improvements in Candlestone, Phase 2B situated in Deerfield Township. Vote: Unanimous
- 23-0223 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with John Candles Homes for installation of certain improvements in Candlestone, Phase 2B situated in Deerfield Township. Vote: Unanimous
- 23-0224 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Parkway Investment Partners, LLC for installation of certain improvements in District at Deerfield, Phase 3 situated in Deerfield Township. Vote: Unanimous
- 23-0225 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with Parkway Investment Partners, LLC for installation of certain improvements in the District at Deerfield, Phase 3 situated in Deerfield Township. Vote: Unanimous
- 23-0226 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-0227 A resolution was adopted to approve a cash advance from the County Motor Vehicle Fund #2202 into the King Avenue ridge #282-0.97 Over the Little Miami River Improvements Project Fund #4437. Vote: Unanimous
- 23-0228 A resolution was adopted to approve appropriation adjustment within Common Pleas Court #11011220. Vote: Unanimous
- 23-0229 A resolution was adopted to approve appropriation adjustment within Telecommunications Department Fund #11012810. Vote: Unanimous

- 23-0230 A resolution was adopted to approve supplemental appropriation into Jail Sales Tax Fund #4495. Vote: Unanimous
- 23-0231 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-0232 A resolution was adopted to cancel regularly scheduled Commissioners' Meeting of Thursday, February 23, 2023. Vote: Unanimous
- 23-0233 A resolution was adopted to approve appropriation adjustment within Sheriff's Office Fund #6630. Vote: Unanimous

DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Susanne Mason, Program Manager within Warren County Office of Grants Administration, was present to discuss project applications for 2023 Community Development Block Grant Funding.

Mrs. Mason presented the attached list of public service projects and construction projects which includes a project description, recent awards, whether this funding is being used as a match to leverage additional dollars, and the amount requested.

The Board discussed the public services projects and amount requested vs. total funding from all sources and discussed the percentages. The Board stated their desire to fund the projects by the percentage formula they utilized in the previous years.

The Board then discussed the construction projects.

It was determined that a final decision is not needed today. The Board then requested Mrs. Mason bring this matter back for a final decision in two weeks.

Susanne Mason, Program Manager within Warren County Office of Grants Administration, was present to discuss the 2023 Warren County Transit operations agreement with Universal Transportation Systems, LLC (UTS).

Mrs. Mason stated that the Board entered into agreement with UTS for the operation of Warren County Transit for 2021 and included four additional one-year periods. She stated that current

rate of service is \$32.94/hour with approximately 33,000 trips in 2022. She stated that pre-pandemic trips per years were approximately 40,000.

Mrs. Mason then stated that the operator is having difficulty recruiting drivers and is requesting the Board consider a contract amendment that would include \$2.50 additional per hour compensation.

Brandon Baum, Director of Business Development, stated that the fleet includes 19 vehicles on the lot with 14 vehicles running daily. He stated they have approximately 9 senior drivers that have been with the company approximately 10 years with an average rate of pay of \$12.50/ hour. They are having difficulty recruiting drivers but based upon the contract rate they receive; they cannot increase the wage.

There was much discussion relative to the profit margin the company agreed to in the agreement as it relates to the proposal that was submitted and the fact that any increase outside of the scope of the proposal could open the county to litigation from any non-awarded vendor.

There was much discussion relative to transit services and the rate of agreement.

It was determined that there were no other proposals received other than UTS when the current contract was bid.

Upon further discussion, the Board requested the Prosecutor's Office to review the agreement prior to a decision.

Upon motion the meeting was adjourned.

Shannon Jones, President

David G. Young

Tom Grossmann

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on February 21, 2023, in compliance with Section 121.22 O.R.C.

Tina Osborne, Clerk
Board of County Commissioners
Warren County, Ohio



2023 CDBG Application Summary

Estimated Funding from HUD \$ 725,000.00

Less Admin Costs \$ 25,000.00

Estimated Amount to Allocate \$ 700,000.00

(To be divided between Public Service and Construction Projects)

Public Service Projects - Please select up to two projects. Total should be between \$0 and \$100,000					
Project Name	Notes	Recent Awards	Match	Current Request	Award Amount
Family Promise of Warren County (FKA Interfaith Hospitality Network) Assistance to homeless		2020: \$100,000 2020: \$69,450 2021: \$270,515 2021: \$22,550 2021: \$30,000 2022: \$64,000	\$500,000 from various sources	\$ 75,000.00	
Safe on Main (FKA ARCS) Assistance to victims of domestic abuse		2020: \$42,000 2020: 50,000 2021: \$67,640 2021: \$30,000 2022: \$36,000	\$750,000 from various sources	\$ 42,000.00	
					\$ -

\$ 700,000.00
 Less Public Service Total \$ -
 Total to Allocate for Construction Projects: **\$ 700,000.00**

Construction Projects - Please select up to five project equaling approximately \$700,000 minus Public Service Amount

Project Name	Notes	Recent Awards	Match	Current Request	Award Amount
Deerfield Twp: Loveland Park Road Project Full depth repair of 1.82 miles of roadway on 12 roads within Loveland Park		2022: \$196,089		\$ 235,431.50	
South Lebanon: Hobart Street Sidewalk Sidewalk along Hobart Street for pedestrian traffic near community park		2020: \$200,000	Local Funds: \$25,000	\$ 170,248.00	
Lebanon: Cherry Street Reconstruction Full depth street construction of Cherry Street including street, sidewalk, and storm sewer, sanitary sewer and water mains	Reminder that years ago, Lebanon had opted out of receiving their own CDBG funding in exchange for funding from this program once every few years. We have honored this relationship by awarding them funds every two to three years.	2020: \$275,000	Local funds: \$1.2M OPWC: \$900,000	\$ 300,000.00	
City of Franklin: Mackinaw Subdivision Repave parts of Mackinaw Subdivision, repair gutters and catch basins		2019: \$165,000 2021: \$180,000	Local funds: \$310,000	\$ 180,000.00	
Morrow: Morrow Plaza Repave parking lot at Morrow Plaza (located at Salem Library, Family Dollar, etc.)	Note: Morrow has not completed their 2020 or 2021 projects.	2019: \$77,000 2020: \$158,500 2021: \$170,000	Local Funds: \$27,800	\$ 108,720.00	
Union Township: Highland Park Phase 2 Finish the Highland Park project - repave various streets in subdivision.	This is Phase 2 of a CDBG project that began last year. Due to inflation and costs of material, the project could only be partially complete last year. This request is to finish the project.	2020: \$200,000 2022: \$107,800	Local: \$10,000	\$ 48,250.00	
Franklin Twp: Morningstar Road Project Mill and resurface Morningstar Road		2019: \$49,300 2020: \$87,600 2021: \$160,000 2022: \$140,654		\$ 166,000.00	
Butlerville: Hill & Walnut Street Project Repave Hill and Walnut Street within the Village.		2022: \$17,512		\$ 29,350.00	
Harveysburg: South Street Improvements Pave 1,700 feet of South, Frost, and Grant Streets		2019: \$124,500 2022: \$90,000	Local funds \$22,000	\$ 123,738.00	

\$ -

Proclamation

*From the Office of the Board of County Commissioners
Warren County, Ohio*

**PROCLAIM MARCH 2023, AS
"DEVELOPMENTAL DISABILITIES AWARENESS" MONTH
IN WARREN COUNTY**

WHEREAS, Ohio's county boards of developmental disabilities were established by the Ohio General Assembly on October 25, 1967; and

WHEREAS, the mission and purpose of Ohio's county boards of DD remains as strong as ever, with county boards continuing to provide vital supports and resources to Ohioans with developmental disabilities and their families; and

WHEREAS, the more than 2,000 people with developmental disabilities served by the Warren County Board of Developmental Disabilities, their families, friends, neighbors, and co-workers encourage everyone to focus on the abilities of all people; and

WHEREAS, the most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution; and

WHEREAS, we encourage all citizens to foster and support such opportunities that include full access to education, housing, employment, and recreational activities; and

WHEREAS, policies must be developed, attitudes shaped, and opportunities offered that allow people with developmental disabilities to live as independently and productively as possible in our community; and

NOW THEREFORE BE IT RESOLVED, by this Board of Warren County Commissioners, that March 2023, be proclaimed as

"DEVELOPMENTAL DISABILITIES AWARENESS MONTH"

and offer full support so people with developmental disabilities may live successful lives in our community and realize their potential.

FURTHERMORE, we urge all citizens to join in this celebration by spreading awareness of the many contributions offered by people with developmental disabilities in our community.

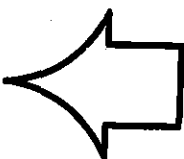
IN WITNESS WHEREOF, we hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon this 28th day of February, in the Year of our Lord, Two Thousand Twenty-Three.

BOARD OF COUNTY COMMISSIONERS

Shannon Jones, President

David G. Young

Tom Grossmann





**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

*NAME OF ATTENDEE: CARRIE HEISELE DEPARTMENT: COMMON PLEAS CT

*POSITION: MAGISTRATE DATE: 2/23/23

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE:

OAM SPRING CONFERENCE

LOCATION:

SHARONVILLE CONVENTION CENTER

DATE(S): 4/19-4/21/23

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: N/A

ESTIMATED COST OF TRIP: REG \$325; MILEAGE \$61

\$386 each
3 1158.00 total

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Summit Amodei *2/23/23*
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

CAROLYN BESL, MARKUS MOLL



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*NAME OF ATTENDEE: Arlene Byrd DEPARTMENT: Human Services

*POSITION: Director DATE: 3/20 and 3/21/2023

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE:

Training

LOCATION:

Nation Wide Hotel 100 Green Meadows Dr. South, Lewis Center OH 43035

DATE(S):

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: 495.-

ESTIMATED COST OF TRIP: _____

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Arlene Byrd, Director 2/21/2023
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

RECEIVED ONE0000

Commissioner Date

Commissioner Date

FEB 21 '23 ROVD

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

Jordan Barnhart, Assistant Business manager



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*NAME OF ATTENDEE: Neil Tunison DEPARTMENT: County Engineer

*POSITION: County Engineer DATE: 02/20/2023

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES

PURPOSE:

CEAO Ohio Storm Water Management and Drainage Conference

LOCATION:

Marriott Columbus OSU
3100 Olentangy River Road; Columbus, OH 43202

DATE(S):

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Marriott Columbus OSU

ESTIMATED COST OF TRIP: Attendee fee: \$239; Lodging; \$170; Meal: \$30 = \$439/employee

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Neil F. Tunison County Engineer 2/20/23
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

RECEIVED 01B0000

FEB 21 '23 RCVD

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

Chuck Petty, Dave Mick



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Andreas Brockmann DEPARTMENT: BCW/Workforce (WIB)

*POSITION: BCW/Workforce Board Member DATE: 2-21-23

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING
TRAINING MORE THAN 250 MILES SEMINAR/SESSION

PURPOSE:
Workforce Forum for education

LOCATION:
Washington Hilton, Washington DC

DATE(S): March 25-28, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: \$3,300.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Betty Ehling / Exe Dir 2-21-23
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

*NAME OF ATTENDEE: Karolyn Ellingson DEPARTMENT: BCW/Workforce (WIB)

*POSITION: BCW/Workforce Board Member DATE: 2-21-23

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION
TRAINING MORE THAN 250 MILES ✓

PURPOSE:
Workforce Forum for education

LOCATION:
Washington Hilton, Washington DC

DATE(S): March 25-28, 2023

TYPE OF TRAVEL: (Check one)
AIRLINE ✓ STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: \$3,300.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:
Buddy Ching/Exec Dir 2-21-23
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:
Commissioner Date
Commissioner Date
Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
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*NAME OF ATTENDEE: Traci Stivers DEPARTMENT: BCW/Workforce (WIB)

*POSITION: Director of Community Relations DATE: 2-21-23

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION ✓
TRAINING MORE THAN 250 MILES ✓

PURPOSE:
Workforce Forum for education

LOCATION:
Washington Hilton, Washington DC

DATE(S): March 25-28, 2023

TYPE OF TRAVEL: (Check one)
AIRLINE ✓ STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: \$3,300.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:
Becky Ehling / Exe Dir 2-21-23
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:
Commissioner Date
Commissioner Date
Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:
[Empty box]



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

*NAME OF ATTENDEE: Rebecca Ehling DEPARTMENT: BCW/Workforce (WIB)

*POSITION: Executive Director DATE: 2-21-23

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING CONVENTION ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION ✓
TRAINING MORE THAN 250 MILES ✓

PURPOSE:
Workforce Forum for education

LOCATION:
Washington Hilton, Washington DC

DATE(S): March 25-28, 2023

TYPE OF TRAVEL: (Check one)

AIRLINE ✓ STAFF CAR PRIVATE VEHICLE OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: \$3,300.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Rebecca Ehling/Exec Dir 2-21-23
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

Commissioner Date

Commissioner Date

Commissioner Date

*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:
